

Private Construction Contractors Association of Slovakia

Monthly Report: March 1996

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0 Internal Affairs

- Ms. Henrieta POLAKOVÁ (of the PCCAS staff) created the “Quality management guidelines” under the ISO 9000 Set of Standards for PCCAS Educational Programs oriented for the foreman managers preparation for the State Examination of Responsibility for Selected Professionals in Construction. These guidelines include the details of the educational program formation, personal lecturer selection, creating textbooks and scripts, and a call for potential participants (individuals and groups). One of the main goals of the guidelines is the high-quality and rapid new seminar preparation for the next seminars, not only in Bratislava, but also in regions. There is an important task of selecting several influential, highly educated experts and/or officers as lecturers.

- The regular weekly office staff meeting was held on four Mondays. The actual tasks of PCCAS officers are printed and handed out in a specific form, with the detailed description of the task, the personal responsible, and the day of the execution. This regular, internal activity helps improve the quality of PCCAS office management. These weekly plans are reviewed weekly and are stored in archives.

1 Information Exchange

- The Slovak Embassy in Cairo, Egypt informed the PCCAS Office about an international trade fair that is taking place from October 13 to October 17, 1996. The topic of the fair is new town development: “**Úspechy nových miest**” (Achievements of New Towns). This trade fair will be tied to the World Congress of the International New Town Association (INTA) oriented toward new town development. For more detailed information and documents please contact:

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2 Membership Activities

- In March, two new companies joined the PCCAS. The new PCCAS staff recruitment approach is to focus PCCAS membership mainly on the medium and big construction companies who are stable within the Slovak Construction Industry and secondarily focus on small companies and individuals who are weak and need support in specific areas.

- ATYP-STAV Izsák Ján, Švermova 5, SK 903 01 Senec tel./fax.: +0042-7-923860. The company is oriented mainly toward housing and partly for church sector. The company has 20 employees.

- GEOKOMPLEX a.s., Geologická 21, SK 822 07 Bratislava, tel. +0042 7 243500, fax.: +0042 7 243428. The director: Dipl. Ing. Anton PANÁ_EK, PhD. The company specializes in general geophysical investigations and evaluation, including space methods. The company has 57 employees and excellent business results.

- The PCCAS staff has been using the Preparation Seminars for the State Examination of Responsibility for Selected Professionals in Construction for the call for new PCCAS members. The seminars have shown many times that the PCCAS must be taken “seriously.” Past experience has shown that during each seminar one or two companies express interest in joining. During the most recent seminar, it was also shown that it is possible to break the limitation on Hungarian companies becoming members!

3 Staff Support for PCCAS Entrepreneurs

- The PCCAS staff met in Holiè with representatives of the company ASFA 6. The meeting was held to discuss the PCCAS information service oriented for low-interest loans for small and medium enterprise development (the specific Slovak NARMSP program). This medium company has good products as a subcontractor for PCCAS members in the form of new asphalt surfaces and layers (founded asphalt) and thermal isolation, including flat roofs.

ASFA 6 is looking for cooperative business opportunities with companies that have been working in the former Yugoslavia in the asphalt businesses.

- The Ministry of Agriculture of the Slovak Republic started with preparation of the **First Inter-government Committee for Business and Economy Cooperation and Scientific and Technical Cooperation** between the Turkmenistan and Slovak republics. Included in this activity is the formation of a database that will consist of information about companies that have serious interest for business cooperation and/or joint venture and/or subcontracting in Turkmenistan. This database will also have more detailed information about historical business contacts and contracts, names, addresses, partners in Turkmenistan, etc.

The goal of the database is to help entrepreneur companies under the guidance of the newly created First Inter-government Committee for Business and Economy Cooperation and Scientific and Technical Cooperation. Scientific and technical contacts and development include new legislative formation in both countries.

Construction companies that are interested in these activities should contact the PCCAS Office in Bratislava.

- Two PCCAS representatives, who have been nominated as a Public Procurement Tender Professional Expert Body, were asked to be members of the Evaluation Public Procurement Tender Committee in Bratislava V (the public building remodeling for Justice Yard) and in Kanianka (new block of apartment construction from local government money). The tender in Kanianka is finished now. The PCCAS received this important role due to the fact that, in this tender, the Public Procurement Law was broken several times. On the basis of PCCAS representative help and its negotiations with the Ministry of Construction and Public Works, the tender was at last in compliance with legislation regulations.

4Legislative Activities

- The documents for public bidding for IDF Grant from the IBRD was prepared in the PCCAS Office in both Slovak and English versions. It is one of the most important PCCAS activities to supervise this legislative activity (Large Public Procurement Law Revision and Standard Bidding Documents and Regulation preparation). This IDF Grant also includes the "Model Public Procurement Law Education and Training Programs," which the PCCAS has decided to participate in under the guidance of Mr. Vladimír SVR_EK, PCCAS Board Member and PCCAS Education Program Manager.

- The PCCAS Executive Director was nominated to the committee for the **Public Investment Act** formation. This governmental committee will be working under the guidance of the legislative department of the Ministry of Construction and Public Works.

5Cooperation with Associations and Groups

- The three-party federal Slovak conference "**Rozvojový program výstavby a stavebníctva do roku 2000**" (The Development Program of Construction and Building up to the year 2000) was held March 14, 1996, under the leadership of Minister Mr. MRÁZ (Ministry of Construction and Public Works), Chairman Mr. KREN (Reunion STAVBA), President Mr. HE_KO (PCCAS), and President Mr. SLÁVIK (ACES). A document from the conference is included with this report.

In the general paper of this Conference (the presenter was Minister MRÁZ) was explained the main features of the State Fund for Housing Development. Minister MRÁZ informed the participants (40 PCCAS member, 120 ACES members, 80 STAVBA members, and 100 guests) about the government programs and financing focused on the highway net (first stage from south to north finishing) development and new water works construction. Other topics covered European Union Instruction No. 89/106 related to construction products. This EU Instruction will be incorporated into the Slovak construction industry during the next two years. (PCCAS participated on the comment activities of first draft of this law.)

In the next paper, Deputy Prime Minister and Minister of Finance Mr. Sergej KOZLÍK discussed financial and economy aspects of the construction industry in Slovakia. This industry is currently one of the most rapidly developing industries. There is the significant shift from government investment to private investment based on the final stage of privatization and on the new government approach: if a company invests money received as a loan from the Slovak National Property Fund, it is not necessary to pay them to the government (Fund). His speech was very dynamic but optimistic. He disseminated much important financial information and gave ideas on what the future holds from his perspective.

The first person to start the discussion was Mr. Ján _UPTÁK, the Chairman of the Worker Party, Deputy Chairman of the Slovak National Council, and Slovak Congressman. He strongly criticized the new as well as the old model of state property privatization. He said this is no form of privatization. It is a form of giving away and/or pilferage of national properties. He described the economic transformation as a form of deception toward working people.

The very complex analysis of the state-of-the-art in Slovak construction industry was given by the President, Mr. František SLÁVIK. He was also very critical of the Ministry of Construction and Public Works. He said that there was not much serious thought given when the Ministry was established and when the government published the *Election Government Proclamation*.

The PCCAS Executive Director discussed issues from the perspective of the PCCAS. He strongly criticized the Ministry of Environment's representative contribution. Mr. MA_AŠ said that this representation was ridiculous and insulted the Slovak construction community directly in the very sensitive area of general land planning and zone planning and in construction act revision. (The Ministry of Environment is responsible for development of these activities and all officials are sleeping!) Mr. MA_AŠ said that this contribution is a reflection of the quality of the work in this Ministry.

Mr. MA_AŠ also explained the PCCAS position in the housing development and several wrong strategies and housing policies of the Ministry of Construction. He said that in Slovakia there were already about 600,000 flats and/or apartments suitable for low-income and young families. On this basis, it made no sense for the State Fund for Housing Development to support this type low-quality house construction, but it is necessary to build the modern, high-standard, single-family houses and leave these previous types of construction for low-income and young families.

• **The Executive Committee of Private Construction Contractors Association of Slovakia**, under guidance of the Executive Director, prepared, on request of the Preparation Committee of the Conference, the following several basic ideas for Minister MRÁZ's general paper.

➤ **Public Procurement.** The Association recommended the establishment of the specific government regulation that persons for the organization of public tender must be certified. This means that they must have the state examination and the specific license. These persons must be tested regularly (each year).

➤ **Public Works.** The Association recommended the nomination of three or more members from the Public Procurement Tender Professional Expert Body to each Evaluation Public Procurement Committee for the tender up to 10 millions Sk to block the corruption of public Officers.

➤ **General National Housing Development Program.** The Association recommended initializing and developing the large-scale national program for housing development in a form of housing advocacy in cooperation with banks, the State Fund for Housing Development, municipalities, and citizens as well.

➤ **Quality Management under ISO 9000 Standard.** The Association recommended starting State support for ISO 9000 Set of Standard implementation in construction contractors firms as a way of improving the quality of construction and building. For the future, the Association recommended the requirement of ISO 9000 Standard Certification for all public construction works.

➤ **Slovak legislation alignment with EU legislative.** The Association recommended the alignment of construction legislative and standards with European Union regulations. It is necessary to prepare a serious program, with the time and personal responsibility for each step.

• PCCAS President Mr. Ľubomír HE_KO participated in the fifth anniversary of the establishment of the FEUA. Part of the event was a conference of the scientific and technical development in Slovak Republic — the state of the art and recommendations for future. Conference participants also included Premier Mr. Vladimír ME_IAR and several influential Ministers. A reception with the ambassadors to Slovakia, including the U.S. Ambassador, Mr. RUSSEL, was also part of the Conference. Mr. RUSSEL will be living in the country until the end of the March 1996.

- The first meeting of the HNclub was held on March 8, 1996 with participation of Mr. GAŠPAROVI_, the chairman of Slovak National Council, and Minister of Economy Mr. Ján DUCKÝ.

The general paper was read by Mr. GAŠPAROVI_ and the topic was the economy, democracy development, and the transformation of Slovak economy.

The discussion concerned the economy growing for the year 1996, the privatization process finishing in half a year, and bank privatization as well. Several protests against the government approach to the bank privatization methods were expressed. The body overseeing privatization is a consortium of big companies that have the biggest loans from these banks, potentially a conflict of interest. Several participants said that this method has no precedence elsewhere in the world.

Ex-Minister Mr. TÓTH criticized the top and applied research liquidation mainly in robotics in Slovakia and its transformation for the rented offices. The ex-Minister is the co-owner of one of these building and the company ARMEX, and he personally decided to support the scientific research center's renovation and development mainly in the machinery industry, as well as the idea of congressman Mr. MÓRIC.

The chairman of the "Nadácia HNclub" and the chief journalist of the top Slovak economy newspaper, *Hospodárske noviny*, called attention to an idea of Minister DUCKÝ in the World Economy Summit in Grand Montana in 1995 about necessarily improving the living standards and real family income in Slovakia as a base for growing of financial turnover in the Slovak economy.

During the HNclub meeting, the PCCAS Executive Director met the chief journalist of the publication, STAVITE_STVA. One of the members of the Board of this new journal, which is supported by *Hospodárske noviny*, is a PCCAS member.

The PCCAS staff participated in the regular weekly meeting of General Directors Council. The topics were the negotiation with government and reunions about the "General agreement," the fifth anniversary preparation, the budget, legislation, foreign FEUA affairs, and the problems in the professional high schools, which are no longer turning out the highly educated professionals as technicians for the construction industry that they did before the revolution.

6 International Activities

- The coordination activities related to the PCCAS training trip to the U.S. to be held in the summer of 1996 were going on with Mr. George WILLIAMS. The trip will be paid from USAID sources and will be concerned with the Slovak housing development. The PCCAS prepared near the end of 1995 two programs: "Housing Policy" and "Housing Advocacy." Mr. George WILLIAMS recommended Mr. HE_KO, the PCCAS President, as head of the trip, and PCCAS Executive Director Mr. Michal MA_AŠ, as PCCAS staff representative.

Nominations of several PCCAS members whose activities related to the program (HE_KO, LISPUCH, NOVÁK, RU_ANSKÝ, TÓTH, VALOVI_) were acted on. From this group, Mr. HE_KO, Mr. RU_ANSKÝ, Mr. TÓTH, and Mr. VALOVI_ were selected. Mr. MA_AŠ was selected as PCCAS staff representative to the PCCAS Board Meeting in Banská Štiavnica.

All the documents were sent directly to KNO s.r.o., the Slovak partner for the trip organization for the USAID Office in Bratislava. In the U.S., the program partner is the company PIET Inc. (Partner International Education and Training). Both organizations will take care for all details of the program, including airline tickets. An interpreter will be part of the group going to the U.S.

The PIET Inc. will call for the Public Procurement Tender in Washington for the Program Contractor.

KNO s.r.o./PIET Inc. was asked if it is not possible to extend the trip for another 10 PCCAS members, whose expenses would be paid for and who will be participating in the same program. This possibility was rejected due to the U.S. public regulations under the KNO s.r.o. and PIET is working on it.

The goal of this training trip is negotiations and/or discussions with the representatives of the NAHB, the HBI, the HI, and the AIA, including practical demonstrations of construction product and materials producers and at the construction site itself. The result could be the establishment of PCCAS Section of Home Builders — **"Sekcie ASSPS stavite_ov obytných domov a rodinných domov"**. This section must systematically coordinate all PCCAS activities in building, construction, renovation, remodeling, and rehabilitating single-family houses and private apartments or flats. The goal of this section would be to help increase PCCAS members' profits and to help PCCAS members participate in the investment based on the State Fund for Housing Development. The help will also include business plan preparation, marketing strategy for housing preparation, and cooperation with local government from the regional level up to cooperation with the Association of Towns and Villages.

- On March 25, 1996, in Hotel Danube in Bratislava, the General Cooperation Agreement was signed between the Slovak Republic and Belgium. The Slovak Republic was represented by PCCAS and ACES. The Belgium kingdom (Flemish Sector) was represented by De Vlaamse Confederatie Bouw (VCB) and De Orde Van Raadgevende Ingenieurs En De Engineering Bureaus (ORI). Participants in the signing included Presidents Mr. HE_KO (PCCAS), Mr. SLÁVIK (ACES), Mr. J. INBENS (VCB), and Mr. De BIE (ORI), and several important officers, including the Belgian Ambassador and the Flemish Economic Attaché in Slovakia, Mr. HAVERBEKE, friend of the PCCAS, and representatives of the Ministry of Construction and Public Works and the Ministry of Economy. After the signing, the participants were invited for a friendly meeting with the construction company UNI s.r.o.

7Public Relations and Marketing

- The February volume of the new construction journal (German-Slovak) EUROSTAV, on page 63, in the section, "From Associations," contained a very detailed profile of the PCCAS. The draft of the text was prepared by PCCAS Executive Director and edited by PCCAS President Mr. HE_KO. The article was printed thanks to President HE_KO, who, at the same time, asked for a one-page advertisement (40.000 Sk) in the next volume of the journal. A copy of the article is included with this report.

The article was focused on PCCAS' historical development. There were defined four general stages: the establishment on December 17th, 1995; the formation of the PCCAS Board of Directors and the first Annual Meeting on March 17th, 1994; the membership development throughout the whole Slovak area in 1994; and the creation of the close cooperation and contacts for the dominant and most influential groups (key groups) in government, ministries, Slovak National Council, party clubs, state institutions, etc. This year's primary dominant task is the establishment and development of several money-making programs and staffing related to them in Bratislava and in all regional PCCAS offices.

- On March 26, 1996, in the "WEST" theater, the "new published book opening evening" for the book *V osídlach úspechu (In the Snares of the Success)* from journalist Ms. PhDr. Emília HERZOGOVÁ took place. It is the first book in Slovakia related to the presentation of the most influential persons after the Revolution in Slovak government and Slovak top management. The book contains the detailed professional profile of 21 persons. The people are all members of "Slovak professional high society club" — HNclub. The PCCAS Executive Director was personally invited to the "opening evening." The evening was opened by ex-Minister of Culture Mr. Ľubo ROMAN. The meeting's participants included members of the HNclub and several important people from the Slovak theater.

The Executive Director had a short talk with Mr. Július BINDER, General Director of Vodohospodárska výstavba a.s. (Water Works Construction). The topic was the shift the responsibility of the Land Planning and Zone Planning and Construction Act from the Ministry of Environment to the Ministry of Construction. Mr. BINDER has the same attitude toward the Act as the PCCAS. Both parties were agreement on cooperation for lobbying.

- On March 4, 1996, the PCCAS Office in Bratislava was visited by journalist Mr. Ladislav TÓTH (advertising section). The discussion centered around close cooperation in publishing in the new journal Slovenské Reality (Slovak Property). Later, a telephone call was placed to the this journal's chief journalist, Mr. KALINA. Mr. KALINA's idea is to create space for the journal to introduce PCCAS members and for the advertisement of their products, materials, and construction. They try to help with developers' activities. Both parties agreed to sign a general agreement about detailed future close cooperation after April 15, 1996.

- In response to an invitation from Ms. Iva BUKVOVÁ, the Executive Director visited the Journal Board of journal STAVITE_STVO, directly in the Press center, on March 27, 1996. The discussion related to the evaluation of the printing and editing problems in first volume of the journal.

The PCCAS Executive Director is a member of the journal's Board. As such, he was asked to write the journal's preface oriented to the evaluation of the journal, a critical article related to the Public Procurement Law, and short information about the standard public procurement bidding documentation related to the IDF Grant given from IBRD to the Ministry of Construction and Public Works, and several practical problems related to the dirty tricks in public procurement practice. The next task was writing an article about the "Small Construction Business Exchange," one of the new PCCAS money-making programs. The Executive Director decided to write the article about the specific construction of houses for gypsies in Eastern Slovakia, namely in Spišská Nová Ves.

- On March 14, 1996, a PCCAS member spoke with Ms. Dagmar BELÁKOVÁ, the press secretary of Minister MRÁZ. On the basis of a recommendation by the PCCAS President, close, regular cooperation was established. After the three-party federal Slovak conference "Rozvojový program výstavby a stavebníctva do roku 2000" ("The Development Program of Construction and Building up to the year 2000"), Ms. BELÁKOVÁ visited the construction company UNI s.r.o. and later the PCCAS Office.

8Money-Making Activities

- Main PCCAS staff activity included PCCAS Regional Office staff preparation of the seminars for the State Examination of the Professional Capability for Selected Construction Activity Act No. 136/95, in close cooperation with Mr. Vladimír SVR_EK, PCCAS Board member and PCCAS education program manager.

Four seminars took place (two in February and two in March) in Bratislava, and two seminars took place in Prievidza on February 21-22, 1996 and on March 3-7, 1996. These professional seminars are ended by a writing test, which are organized in close cooperation with Slovak Chamber of Civil Engineers. The test is administered by a State-responsible person and is the first part of the State Examination. Two seminars saw 94% and 96% of their participants getting successful results. Announcements of the seminars are included with this report.

The next seminars will be held April 1-2, 1996 at Prievidza and April 22-23 at Bratislava. In May, there will be two seminars in Bratislava and two in _ilina.

- On March 22, 1996, the working meeting with the representatives of the Coordination Center for German Economy Advising-The Loan Institute for Reconstruction took place. This Center was represented by Embassy Counselor Mr. Jürgenom MEYEROM-GODHEM and his assistant, Mr. Pavlom HOLÍKOM. The discussion related to the five program proposals for German grants for the year 1997:

- the VOB regulation (parts A, B, C) translation, including the explanation;
- the ISO 9000 Set of Standards certification development for Slovak construction contractor companies;
- New Act for Slovak Historical Heritage Protection;
- the marketing manual for construction contractor under German and EU practice —including the seminars; and
- the Professional High School development program oriented for the direct influence, cooperation, and financial support from guilds and trade associations based on German practices — the student cultural and educational exchange.

The coordinator for all these PCCAS/Germany programs would be the National Agency for Small and Medium Enterprises staff member, Mr. Dr. Jozef ŠEBEK. His recommendation was to prepare all documents, including drafts, not only in Slovak, but also in German, and that the first program should be given to the discussion and comments at the Seminar of Crisis Management organized by the German side on April 10-12, 1996 at Dom kultúry-Ru_inov-Bratislava (House of Culture in Bratislava district Ru_inov).

The Embassy Counselor, Mr. Jürgen MEYER-GODHE, gave to PCCAS representatives the printing form of the framework for such program creation. The main part of the programs is the expenses — the economy aspects, goals, the participation of the Germans advisors, the extension of the program later in Slovakia, etc.

- The PCCAS Executive Director met the General Director of SIBAMAC a.s. Bratislava, Mr. Otakar ZÁVODSKÝ, with his colleague from company CEMMAG a.s., and with representatives of the Austrian companies, Mr. Robert MOSER, WERT-Impulse, and Mr. Andreas JERNEJ.

The topic was the establishment of any form of the certification, consulting, educational, and training company related to the ISO 9000 Set of Standards in Slovak Republic as a form of Slovak (PCCAS) and Austrian (WERT-Impulse) joint venture mainly focused on the construction contractor company at Slovakia.

At this discussion was declared that the Slovak side would start the marketing for this activity and that the companies for this type of quality certification were selected and direct contact with them had been established. It is possible to start work on the preparation of the agreement for consultant services for them immediately.

The Austrian side declared that they have German know-how and is also responsible for the European Union certification under these standards. The scope of the discussion was the selection of the suitable form of the company under Slovak Business Code — several details related to the staffing, to the Establishment Agreement formation, etc.

The PCCAS staff presented information about PCCAS activities related to the company UNTERNEHMENSGRUPPE TÜV Bayern (Račianska 71, Bratislava), the Slovak representation and also to the German economy consultant company Burbaum + Partner (Mr. Thomas BURBAUM) for Western Germany and GBBAU (Mr. Klaus NEFGEN) for Eastern Germany and with company MASM from Ľilina. Each of these companies was contacted and it is necessary to make the decision which of them is more suitable for future cooperation with PCCAS in the area of ISO 9000 certification for construction contractors in Slovakia and, as a last stage, to sign the agreement between the selected company and the PCCAS.

The PCCAS Executive Director explained the PCCAS Board decision that the PCCAS must be charged with the responsibility to organize the certification under the ISO 9000, including the consulting and training and/or educational activities — all of it for construction contractors, a little for construction product producers and for construction material producers. To reach this task, it must be any person charged with the title “external auditor.”

One of the important tasks for this activity is the selection of the suitable form of the company working under PCCAS guidance, because these activities are not generally possible to organize directly in non-profit organization under the Slovak Business Code.

Both sides decided to meet again during the next two weeks.

9Regional Offices Activities

- The PCCAS Office in Bratislava was visited by Ms. Anna KABZANOVÁ, the Executive Director Assistant for Regional Office in _ilina. The main goal of the visit was the coordination activity in seminars related to the State Examination of Responsibility for Selected Professionals in Construction. These activities are dominating all PCCAS regional offices due to the money-making activities. The PCCAS Office in Bratislava has been giving the practical support, assistance, and training for lecturers, but 90% of the financial profit will be for the Regional Office development.

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10Technical Assistance Program

- On Monday, March 18, 1996, the PCCAS Office in Bratislava was visited for a working seven-day trip by Ms. Helen ENGLISH from Steven Winter Associates, Inc z U.S.

The main goal of her trip was the practical technical and administrative support for the PCCAS Office and for PCCAS Regional Offices. This task also included completing the Slovak version of the marketing manual for the Slovak construction industry and Regional Office development and inspecting in Prievidza, _ilina, Prešov, and Spišská Nová Ves. As stated below, there were also several money-making activities and several activities related to the PCCAS programs “Housing Policy” and “Housing Advocacy.”

The PCCAS Executive Director and Ms. Helen ENGLISH finished the English form of the marketing manual for Slovak construction industry, and they started the Slovak translation with small changes to several examples and explanations. For the full printing, it is necessary to enclose several contacts, examples, etc. The list was prepared by Ms. ENGLISH and by Mr. MA_AŠ. The Manual/Guidelines will be given to all PCCAS Board members for their comments. After the Board review, the document will

be finalized and distributed to all PCCAS members and to other individuals/organizations involved in PCCAS' money-making activities.

Ms. ENGLISH was interested in the study tour/training trip of five PCCAS representatives to the U.S. during second half of June 1996, which is organized under the KNO s.r.o. (Slovakia) and PIET Inc. (U.S.) on the basis of requests and from USAID sources.

Ms. ENGLISH met the Director of Finance and Monetary Institute of Slovak National Bank, Mrs. Viktória MÚ_KOVÁ. The main goal of their discussion was the revision of the Slovak Bank Act. This revision contains the "mortgage banking" principles.

Other meetings were held with Ms. PRÍHODOVÁ, the Director of Construction Information Center of Ministry of Construction and Public Works, George A. WILLIAMS, the Housing and Local Government Project Advisor of USAID in the USAID Office at Bratislava, Mr. SOMÁRIK, the Mayor of Bojnice, Minister Advisor Mr. Sedláček, and with others.

During her trip, Ms. ENGLISH checked the activities related to the week and month plans for 1996, including the Annual Plan of Main PCCAS Tasks for 1995: the INFORMATION SERVICE printing as a PCCAS newsletter; the progress in the responsibility delegation from the Executive Director to the new hired PCCAS staff; the use of the financial sources in the PCCAS Office in Bratislava; and the methods of their receiving from different sources, not only from U.S. as it was before. These activities include the new PCCAS programs, foreign grants, and paid services for PCCAS members and non-members. Ms. ENGLISH also checked the PCCAS personal work (staffing) and budgeting.

Ms. ENGLISH revised the PCCAS Membership Catalog in Slovak, which is prepared for printing, and the English version of it. The PCCAS Membership Catalog was created using Aldus PageMaker v5.0.

Ms. ENGLISH gave details about her negotiations in the Washington office of PADCO, Inc., mainly problems related to Mr. MA_AŠ' contract extension for January and the new contract under the RFS given to PADCO, Inc. at the end of 1995, to the end of 1996, which is the critical, but last, general support for PCCAS development. The same RFS was the subject of the discussion with Mr. George WILLIAMS and with Sunny LAW and Nancy HOFF. Ms. ENGLISH was satisfied by the several PCCAS money-making programs that must be used to establish the financial independence of PCCAS by the end of 1996.

On Saturday, Ms. ENGLISH was part of the inspection trip to the PCCAS Regional Office at Ľilina. She was introduced to the renovation of the Ľilina downtown historical

center and she saw the new construction, "Water Works _ilina" (the last dam on the river Váh). In _ilina, she spoke with the Executive Director Assistant for Regional Office, Ms. Anna KABZANOVÁ and with the Vice-president of Union of Slovak Tradesman, Mr. Dušan HRUŠTINEC. The practical activities there are in the first stage of development, but the office is fully equipped and Ms. KABZANOVÁ is prepared for her activity.

On Sunday, Ms. ENGLISH was part of the inspection trip to the PCCAS Regional Office at Prievidza. There was a discussion with Adriana MIKULOVÁ. This Regional Office is most successful not only in money-making activities, but also in membership development (14 new members since September 1995), in establishing the working relationship to the municipality in Prievidza, and by the influence for several regional state institutions and committees. Ms. MIKULOVÁ asked to be trained in Bratislava in the City University and she also started to organize different seminars for the construction contractor community directly in this region.

11 Housing Information Clearinghouse

- Ms. ENGLISH brought several printed materials related to the housing industry in the U.S., including statistical data. These materials are very useful for the PCCAS Office in Bratislava for newly created programs related to the housing.
- Ms. ENGLISH brought several materials related to the trade association administration and practice. They were placed in predominant places in U.S. journals and several printed documents. They became the beginning of a PCCAS library.
- Ms. ENGLISH brought several offers for European Database Construction information, which will be analyzed later.

12 Housing Policy Program

- The PCCAS staff started identifying several problems in housing development, especially in Land Planning and Zone Planning and the responsibility for it in the Ministry of Environment and its shift to the Ministry of Construction and Public Works.
- Mr. George WILLIAMS asked the PCCAS staff to organize the lobby for the liberalization of the rent, from January 1, 1997, and also with the lobby for the Construction Law and Land Planning shift. Several personal contacts were made as is declared below.

13 Housing Advocacy Program

- The PCCAS staff prepared several articles for the newspaper related to housing development. The PCCAS staff did not print any important article this year (two small ones) because the “State Fund for Housing Development Act” was accepted by the Slovak National Council at the end of this month. There existed the agreement between the PCCAS and Minister MRÁZ to not start with the program of Housing Advocacy before the acceptance of the Act. On the other hand, several personal contacts with the journal board were established (Slovenský Profit, Stavite_stvo, Slovenské Reality, Eurostav, etc.)

Michal MA_AŠ

Executive Director